

This is a brief introduction for the use of the Citizen Access portal. These instructions will be updated as we receive feedback from users and when we add functionality to the portal.

First select category of information you wish to search. Rochester residential rental housing information is found in the license category.

City of Rochester, Minnesota: City of Rochester Minnesota - Windows Internet Explorer

https://ca.rochestermn.gov/CitizenAccess/

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City of Rochester, Minnesota: City of Roc...

CITY OF ROCHESTER, MINNESOTA

Search: [] Go

Home Business Citizens Visitors Departments I Want To

Building Safety Home

Accela Citizen Access™

Home Building Licenses Planning

Welcome to the new Citizen Portal
We are pleased to offer our citizens, businesses, and visitors access to government information online, 24 hours a day, 7 days a week.

We are fulfilling our promise to provide valuable information about the community while making your interactions with us more efficient, convenient, and interactive. The services currently offered on this site are anonymous inquiry only and do not require registration or log-in. Future enhancements will require you to create a user account to take advantage of certain site functions.

What would you like to do today?
To get started, select one of the services listed below:

Building Search Applications/Permits	Licenses Search Applications/Licenses
Planning Search Applications	Property Information Lookup Property Information

Home | Citizens | Business | Visitors | Departments | Employment | Contact Us

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Click in one of these areas depending on the information you seek. Building contains all construction permits for the city and Olmsted County's jurisdictions.

A general search screen should pop up (see next page for illustration).

When searching in the general search screen the calendar function controls the search and limits results to those applications originally entered in the system within the date range specified. To override this function you can blank out the start date and the search will include all (digital) records to date. You can also use the drop down menu to switch to a more specific search type which will not include the calendar limitation. If you are searching by address it is best to select the "search by address" screen rather than use the address search on the general search screen.

This system includes building permit records converted from our old software, dating back to 1994. The address fields and permit numbering differ slightly between the two software programs and may affect the results of your search.

Accela Citizen Access™

Home Building Licenses Planning

Search Applications/Permits.

Search for Permits or Applications

Enter information below to search the permitting database. Permits can be searched for by entering any of the following information:

- Site Address
- Contractor License Information
- Parcel Number
- Permit Information

Use the dropdown menu to change the Search type.

General Search

General Search
 General Search
 Search by Address
 Search by Permit Information

Permit Number: Permit Type: (R=City of Rochester, O=Olmsted County)

Start Date: End Date: (mm/dd/yyyy)

License Type:

First Name: Last Name: Name of Business:

Building No: Direction: Street Name: Street Type: (e.g. 7, Main, 8 1/2)

Unit Type: Unit No: Parcel No: (Letter or number) (8 digits)

City:

Drop downs to change search type.

Calendar date range (default is two years)

To be sure that your search returns building permits issued on the old software (before November 1st, 2007) enter only the building number and street name and pick from the resulting list of options. Entering a street type will limit results to applications processed after November 1, 2007. This approach is also useful for searching rental housing licenses.

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Home Building Licenses Planning

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- Contractor License Information
- Parcel Number
- Permit Information

Use the dropdown menu to change the Search type.

Search by Address

Search by Address

Building No: Direction: Street Name: Street Type: (e.g. 7, Main, 8 1/2)

Unit Type: Unit No: (Letter or number)

City:

5 search results returned matching your address

Click any of the results below to view more details.

Showing 1-5 of 5

Address
201 NE 9 ST, BYRON, MN 55920
201 SE 9 ST, ROCHESTER, MN 55904
201 NE 9 AV, ROCHESTER, MN 55906
201 SW 9 AV, ROCHESTER, MN 55902
201 SE 9 ST, ROCHESTER, MN 55904

Entering 201 for building number and 9 for street name returns all 201 9th Streets or Avenues in all covered jurisdictions. Then click on the one you want.

Search by Address

Search by Address

Building No: 201 Direction: --select-- Street Name: 9 Street Type: --select--
(e.g. 7, Main, 8 1/2)

Unit Type: --select-- Unit No: (Letter or number)

City:

Search »

5 search results returned matching your address

Click any of the results below to view more details.

Showing 1-5 of 5

Address
201 NE 9 ST, BYRON, MN 55920
201 SE 9 ST, ROCHESTER, MN 55904
201 NE 9 AV, ROCHESTER, MN 55906
201 SW 9 AV, ROCHESTER, MN 55902
201 SE 9 ST, ROCHESTER, MN 55904

Listed below are the buildings issued for

201 SW 9 AV, Rochester, MN 55902

Showing 1-2 of 2

Date	Permit Number	Building Type	Description	Status
10/07/1998	R98-05167RXDR	Building/City of Rochester	(Historical)/Permits/NA	APPROVED
10/07/1998	R98-05167RZDR	Building/City of Rochester	(Historical)/Permits/NA	APPROVED

Selecting 201 SW 9 AV, Rochester returns two permits issued in 1998. Click on the permit number and a permit detail screen should pop up.

R Residential Building (New Building)
(R=City of Rochester, Q=Olmsted County)

Start Date: 04/15/2007 End Date: 04/14/2009
(mm/dd/yyyy) (mm/dd/yyyy)

License Type: --select--

First Name: Last Name: Name of Business:

Building No: Direction: --select-- Street Name: Street Type: --select--
(e.g. 7, Main, 8 1/2)

Unit Type: --select-- Unit No: Parcel No: (Letter or number) (6 digits)

City:

Search »

100 Building results matching your search results

Click any of the results below to view more details.

Showing 1-10 of 100

Date	Permit Number	Building Type	Description	Status
04/13/2009	R09-0297RB	R Residential Building (New Building)		In Plan Review
04/13/2009	R09-0295RB	R Residential Building (New Building)		In Plan Review
04/13/2009	R09-0293RB	R Residential Building (New Building)		In Plan Review
04/10/2009	R09-0285RB	R Residential Building (New Building)		In Plan Review
04/10/2009	R09-0281RB	R Residential Building (New Building)		In Plan Review
04/10/2009	R09-0278RB	R Residential Building (New Building)		In Plan Review
04/10/2009	R09-0277RB	R Residential Building (New Building)		Open
04/10/2009	R09-0276RB	R Residential Building (New Building)		Open
04/09/2009	R09-0267RB	R Residential Building (New Building)		In Plan Review
04/09/2009	R09-0265RB	R Residential Building (New Building)		In Plan Review

<Prev

Additional Results: 1 2 3 4 5 6 7 8 9 10

Next >

The maximum number of items possible for any search is 100. In this example a search for all new residential buildings in Rochester from 04/15/2007 to 04/14/2009 can only return the most recent 100 applications although there are many more in the system. More information is required to narrow the search and assure all desired information is obtained.

Building R08-1608RB:
Building/City of Rochester/Residential Bldg/New

Building Details

Work Location:

5582 NW HARVEST LAKE DR
ROCHESTER, MN 55901

Licensed Professional:

Contractor
information

Project Description:

New Single-Family, 2-Story w/attached 3 car garage
and w/Unfinished basement, 3 bedroom, 2-1/2 bath,
bonus room storage above garage.

More Details

These arrows indicate that
more information is available.
Click to reveal.

Inspections

Showing 1-19 of 19

Insp. Type	Status	Date	Inspector
Footing	Required	TBD	TBD
Concrete Encased Electrode	Optional	TBD	TBD
Pier Footing	Optional	TBD	TBD
Foundation (wall construction)	Optional	TBD	TBD
Foundation (prior to backfill)	Required	TBD	TBD
Under Floor	Optional	TBD	TBD
Sheathing	Optional	TBD	TBD
Framing	APPROVED	2/2/2009	Gary Dutton
Insulation	APPROVED	2/2/2009	Gary Dutton
Masonry FP (throat)	Optional	TBD	TBD
Final	FINAL APPROVAL	3/20/2009	Ed Schnell
Investigation	Optional	TBD	TBD
Other	Optional	TBD	TBD
Fire/Party Wall	Optional	TBD	TBD
Siding	Optional	TBD	TBD
Roofing	Optional	TBD	TBD
Weather-Resistive Barrier	Optional	TBD	TBD
Lath/Gypsum	Optional	TBD	TBD
Window/Door Install	Optional	TBD	TBD

Processing Status

More Details

Additional Information

Application Information

APPLICATION DATA

Permit Expiration Date:

9/16/2009

BUILDING DATA

Building Code Used:

2007 Minnesota State Building Code

Occupancy Description:

IRC-1 - Single-Family Dwelling

Master Plan:

No

Number of Stories:

2

Number of Bedrooms:

3

Number of Garage Stalls:

3

Total Building Square Footage (excluding garage):

2968

Total Finished Square Footage:

1730

Basement Finish Condition:

Unfinished Basement (utility room only)

Basement Finish Square Footage:

0

Deck and/or Porch ?:

No

Parcel Information

Click here to expand further

Inspections

Showing 1-19 of 19

Insp. Type	Status	Date	Inspector
Footing	Required	TBD	TBD
Concrete Encased Electrode	Optional	TBD	TBD
Pier Footing	Optional	TBD	TBD
Foundation (wall construction)	Optional	TBD	TBD
Foundation (prior to backfill)	Required	TBD	TBD
Under Floor	Optional	TBD	TBD
Sheathing	Optional	TBD	TBD
Framing	APPROVED	2/2/2009	Gary Dutton
CORRECT & CALL FOR INSPECTION 1/28/2009 Gary Dutton			
Insulation	APPROVED	2/2/2009	Gary Dutton
Masonry FP (throat)	Optional	TBD	TBD
Final	FINAL APPROVAL	3/20/2009	Ed Schnell
CORRECT & CALL FOR INSPECTION 3/18/2009 Ed Schnell			

Processing Status

✔ Zoning Review

✔ Zoning Final Approval

✔ Submittal Review

✔ Building Plan Review

✔ Permit Issuance

🕒 Inspections

Permit Completed

Attachments

Attachment List

Name	Type	Size	Date
No records found.			

Related Buildings

Other buildings associated with this building:

Showing 1-4 of 4

Date	Permit Number	Building Type	Description	Status
03/20/2009	R09-0617RE	Building/City of Rochester/Residential Trade/Electrical (Temp Service)		In Progress
03/20/2009	R09-0618RE	Building/City of Rochester/Residential Trade/Electrical		Issued
04/01/2009	R09-0756RP	R Residential Plumbing		Issued
04/01/2009	R09-0757RM	R Residential Mechanical (Gas Piping)		Issued

Check marks indicate tasks that are completed and the hour glass indicates the current status of the permit.

Attachments would be listed here that may be able to be opened and viewed or printed.

Other permits related to this project can be accessed by clicking on the permit number.

While the building module was used for these examples, the other modules are very similar.

For assistance with information for City of Rochester building permits or rental housing registrations call (507) 328-2600 during normal business hours. For Rochester-Olmsted Planning items call (507) 328-7105.

General comments regarding use of this module are welcome and should be submitted to bdgsftymail@rochestermn.gov.